



GAIL FARBER, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE

September 13, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

36 September 13, 2016

LORI GLASGOW
EXECUTIVE OFFICER

**CONSTRUCTION-RELATED CONTRACT
SUPPLEMENTAL JOB ORDER CONTRACT
CONSULTANT SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action will authorize the Director of Public Works or her designee to execute a supplemental consultant services agreement with The Gordian Group, Inc., to extend the current agreement with The Gordian Group, Inc., for one year to continue to provide Job Order Contract Consulting Services to assist the Department of Public Works in administering its Job Order Contract program.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed actions are exempt from the California Environmental Quality Act for the reasons stated in this Board letter.
2. Authorize the Director of Public Works or her designee to sign a supplemental agreement to Contract No. PW13516 with The Gordian Group, Inc., to continue to provide Job Order Contract Consulting Services to assist the Department of Public Works in administering its Job Order Contract program for one additional year at the current contractual tiered fee structure, not-to-exceed 1.95 percent of the dollar amount of each project work order.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended supplemental consultant service agreement will authorize the Department of Public Works to retain the continued assistance of The Gordian Group, Inc. (Gordian), to provide specialized support services, which are essential to the implementation and continuation of the Job Order Contract (JOC) program. The current Gordian's agreement with the County will expire on November 9, 2016.

JOC is a flexible, cost-effective unit price contracting method used by Public Works for the maintenance, repair, and refurbishment of County infrastructure and facilities. Public Works' management and implementation of the JOC program is enhanced through the use of specialized consultant services provided by Gordian, which include conducting market research to determine local prevailing costs for construction, equipment, materials, and labor for vertical construction, horizontal construction, general work, and demolition; preparing and updating detailed construction cost catalogs that include unit prices and technical specifications; maintaining project control and estimating software; and providing technical support as needed.

On June 14, 2016, the Board directed the Chief Executive Officer, in coordination with Auditor Controller and all departments that utilize JOCs, to report back on certain aspects of the various County JOC programs. The recommended supplement to extend the current contract by one year will allow time for completion of the report and incorporation of any new strategies in the future solicitation for JOC consulting services.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provisions of Operational Effectiveness/Fiscal Sustainability (Goal 1), Community Support and Responsiveness (Goal 2), and Integrated Services Delivery (Goal 3). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

The recommended actions have no direct impact on the County's General Fund.

The supplemental JOC consultant services agreement with Gordian will maintain the same tiered fee structure, not-to-exceed 1.95 percent of the dollar amount of each project work order for the additional 1-year term. As in the current JOC consultant services agreement for the first \$10 million in as-needed JOC work orders, the County will pay a fee of 1.95 percent on each work order. When the aggregate work order dollar value is between \$10 million and \$25 million, the fee is reduced to 1.50 percent for work orders in that range. When the aggregate work order dollar value exceeds \$25 million, the fee is reduced to 1.25 percent for succeeding work orders.

Sufficient funding to finance work orders for this JOC consultant services agreement will be financed through the appropriate capital, refurbishment, infrastructure, or various operating and special fund(s). For capital projects and refurbishments, no work will be assigned to this consultant without the prior review and funding verification from the Chief Executive Office. For Public Works' infrastructure and maintenance projects, no work will be assigned to this consultant without the appropriate funding authorization.

Expenditures for the subject service incurred by Public Works' Internal Service Fund Capital

Project Management Program will be reimbursed through approved individual project budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard supplemental consultant services agreement, in the form previously approved by County Counsel, will be used. The supplemental consultant services agreement will contain terms and conditions in compliance with the Chief Executive Officer's and the Board's requirements.

ENVIRONMENTAL DOCUMENTATION

The proposed action is not a project pursuant to California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action to provide JOC consulting services to assist Public Works in administering its JOC program is an administrative activity of government, which will not result in direct or indirect changes to the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation pursuant to CEQA before the approval of any activities that constitute a project under CEQA.

CONTRACTING PROCESS

On March 15, 2011, Public Works issued a Request for Proposals (RFP) to 36 firms. On April 5, 2011, two firms responded to the RFP. An Evaluation Committee composed of staff from the Chief Executive Office and Public Works evaluated the proposals. Each firm's proposal was evaluated on its proposed work plan, experience, personnel, qualifications, and understanding of the work requirements in the RFP. These evaluations were completed without regard to race, creed, color, or gender. From these proposals, the Evaluation Committee recommended Gordian as the best qualified firm to perform the specified services.

The RFP was posted on the "Doing Business with Us" and the "Public Works Contract Opportunities" websites.

The Community Business Enterprises participation data and 3 year contracting history for the selected firm are on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended JOC consultant services agreement. This JOC consultant service agreement is exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended JOC consultant services agreement. This JOC consultant services agreement will provide JOC consulting services to assist Public Works in administering its JOC program to support various County projects in an efficient manner, enhancing the delivery of County projects.

CONCLUSION

Please return one adopted copy of this Board letter to the Department of Public Works, Contracts & Business Affairs Division.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:JQ:ss

c: Chief Executive Office (Rochelle Goff)
County Counsel
Executive Office